
INDIANA COMMISSION ON PROPRIETARY EDUCATION

Board of Commissioners Meeting Memorandum

Date: March 4, 2007

From: Rebecca Carter, Director of Regulatory Compliance

**Subject: MEDTECH COLLEGE - INDIANAPOLIS
NEW ASSOCIATE OF APPLIED SCIENCE DEGREES**

Staff Recommendation

The commission staff recommends that MedTech College - Indianapolis be granted the authority to award the Associate of Applied Science degree in the following programs:

**Chiropractic Assisting and Massage Modalities
Registered Nurse
Respiratory Therapy**

Background Information

ITT Technical Institute is nationally accredited by the Accrediting Council for Independent Colleges and Schools (ACICS).

The associate of applied science degrees consist of 104, 113 and 138 quarter-credit hour of training respectively; a minimum of 75% of the courses are in the Specialty in each of the programs; and, the faculty meet the criteria stipulated in 570 IAC 1-10.1-4.

Supportive Documentation

1. Degree Applications
2. Instructor Qualification Record Forms

INDIANA COMMISSION ON
PROPRIETARY EDUCATION

DEGREE APPLICATION

(New or Renewal program)

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

Name of Institution MedTech College - Indianapolis

Name of Program Chiropractic Assisting and Massage Modalities

Level of Degree (AAS, AS, AA, BAS, BA, BS, MBA, MAS, MA, MS, Ph.D.) AAS

Name of Person Preparing this Form Mary A. Harmon

Telephone Number (317) 845-0100 Application Type

Date the Form was Prepared February 14, 2007 ☒ New ☐ Renewal

I. PROGRAM OBJECTIVES: Describe what the program is designed to achieve and explain how it is structured in order to accomplish the objectives.

This program combines the philosophy, science and art of chiropractic skills and the massage modalities commonly found with integrative medicine. The student will train on two levels, clinical skills for both chiropractic and massage along with the administrative aspects for both. Chiropractic skills include physiotherapeutic placement, technical test procedures, patient education and technical operations of a chiropractic practice. Massage integrative skills include basic massage techniques, kinesiology, eastern modalities, Jin Shin Jyutsu, Ayurvedic medicine and Shiatsu. Employment opportunities include any setting that promotes chiropractic skills combined with massage modalities and integrative medicine.

II. PROGRAM STRUCTURE: List all courses in the program. Indicate course name, number, and number of credit hours or clock hours for each course.

NAME OF PROGRAM: Chiropractic Assisting and Massage Modalities

TOTAL COURSE HOURS: 104 Check one: **Quarter Hours** ☒
 _____ Semester Hours ☐
 _____ Clock Hours ☐

LENGTH OF PROGRAM: 18 Months TUITION: \$27,000.00

SPECIALTY COURSES:

<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>
PNHS101	Medical Terminology	5
HS150	Anatomy & Physiology I	5
HS151	Anatomy & Physiology II	5
PNHS200	Medical Law, Ethics, and Liability	5
PNHS210	Pathophysiology	5
HS161	Nutrition and Diet Therapy	5
TM101	Introduction to Massage Technology	5
TM203	Massage Therapy Basics	4
TM210	Therapeutic Massage Skills	4
TM307	Physiotherapy	4
PR225	Marketing Massage	5
HS204	Medical Front Office Skills	5
CA101	Chiropractic Assisting I Theory and Lab	4
CA103	Chiropractic Assisting II Clinical	4
RD131	Radiographic Positions and Procedures	5
CL201	Introduction to Clinical Duties	4
TM261	Advanced Massage Skills I Lab and Theory	4
TM263	Advanced Massage Skills II Clinical	4
PR201	Portfolio	2

SPECIALTY COURSES:

<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>
IT110	Basic Computer Skills	5

GENERAL EDUCATION / LIBERAL ARTS COURSES:

<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>
PNEN100	English Communication	5
PNMA100	Mathematics	5
PS101	Psychology	5

Number of Credit/Clock Hrs. in Specialty: 89 / Percentage: 86%
Number of Credit/Clock Hrs. in General Courses: 15 / Percentage: 14%

If applicable:

Number of Credit/Clock Hrs. in Liberal Arts: / Percentage:

III. LIBRARY: Please provide information pertaining to the library located in your institution.

1. Location of library; Hours of student access; Part-time, full-time librarian/staff:

Library (Resource Center) is located within our school positioned in a central area for easy access for our students.

The Resource Center is open Monday through Thursday 8:00am until 10:00pm. Friday hours are from 8:30am until 5:00pm, and Saturday hours are from 9:00am until 3:30pm.

Staffing includes a part-time receptionist who keeps track of students going in and out of the Resource Center by a sign-in and sign-out sheet.

2. Number of volumes of professional material:

MedTech's Resource Center stocks approximately 300 volumes of professional material that is related to allied health careers as well as general education resources and reference materials.

MedTech College also has an on-line library and well as four computers with internet access.

3. Number of professional periodicals subscribed to:

MedTech College has approximately 200 professional periodicals that directly or indirectly relate to the allied health careers offered.

4. Other library facilities in close geographical proximity for student access:

1) Marion County Public Library Lawrence Township located 7898 N. Hague Rd, Indianapolis, IN 46256. (1.6 miles from MedTech College)

2) Marion County Public Library Glendale Mall located 6101 N. Keystone Ave., Indianapolis, IN 46220 (4.6 miles from MedTech College)

3) Marion County Public Library Nora located at 8265 Guilford Ave., Indianapolis, IN 46240 (6.8 miles from MedTech College)

If you have any questions pertaining to the required standards for degree granting approval, please refer to 570 IAC 10.

Doc.: degreappform.doc

**** Include all required documentation pertaining to the qualifications of each instructor.**

Total # of Faculty in the Program: 7 Full-time: 4 Part-time: 3

Fill out form below: (PLEASE LIST NAMES IN ALPHABETICAL ORDER.)

[illegible]

INDIANA COMMISSION ON
PROPRIETARY EDUCATION

DEGREE APPLICATION

(New or Renewal program)

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

Name of Institution MedTech College - Indianapolis

Name of Program 2-Year RN

Level of Degree (AAS, AS, AA, BAS, BA, BS, MBA, MAS, MA, MS, Ph.D.) AAS

Name of Person Preparing this Form Mary A. Harmon

Telephone Number (317) 845-0100 Application Type

Date the Form was Prepared February 14, 2007 ☒ New ☐ Renewal

I. PROGRAM OBJECTIVES: Describe what the program is designed to achieve and explain how it is structured in order to accomplish the objectives.

This program prepares the student to become a Registered Nurse in the State of Indiana. Student nurses will be prepared for roles as providers of care across the health care continuum and become active members within the profession of nursing. The student will concentrate on learning the general and specific health care needs of people from birth, adolescence, child-bearing years through older adulthood in the medical, obstetrical, psychiatric and surgical situations. The program is balanced with classroom theory, skills care practice in a simulated nursing environment with special emphasis placed on clinical experience in selected local hospitals, clinics and health care agencies in the Indianapolis area.

The program curriculum is structured around the Indiana Code and Administrative Code for nursing professions in Indiana and the National Council of State Board of Nursing guidelines in order for the student to be eligible to write for the NCLEX-RN exam for registration as a registered nurse (RN) in the State of Indiana.

II. PROGRAM STRUCTURE: List all courses in the program. Indicate course name, number, and number of credit hours or clock hours for each course.

NAME OF PROGRAM: 2-Year RN

TOTAL COURSE HOURS: 138 Check one: **Quarter Hours** ☒
 _____ Semester Hours ☐
 _____ Clock Hours ☐

LENGTH OF PROGRAM: 24 Months TUITION: \$37,000.00

SPECIALTY COURSES:

<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>
PNHS101	Medical Terminology	5
HS150	Anatomy & Physiology I	5
HS151	Anatomy & Physiology II	5
PNHS200	Medical Law, Ethics, and Liability	5
HS203	Pharmacology	5
PN102	Nursing Foundations I	4
PN104	Nursing Foundations II	4
PN202	Nursing Care: Maternity	4
PN204	Nursing Care: Pediatrics	4
PN206	Nursing Care: Geriatrics	4
PN270	Med-Surg Nursing: Patient Care Concepts	5
PN271	Med-Surg Nursing: Disease and Disorders	5
HS161	Nutrition and Diet Therapy	5
PN300	NCLEX-PN Exam Review	5
PR201	Portfolio	2
CHMPHY102	Chem/Phys	5
IT110	Basic Computer Skills	5
PNHS210	Pathophysiology	5
RN202	Nursing Trends	5

SPECIALTY COURSES:

<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>
RN204	Acute Skills Care I	4
RN206	Acute Skills Care II	4
RN280	Med-Surg Nursing Complex: Theory	5
RN281	Med-Surg Nursing Complex: Clinical	3
RN284	Family Nursing Care Complex: Theory	5
RN285	Family Nursing Care Complex: Clinical	3
RN288	Psychiatric Nursing Care	5

GENERAL EDUCATION / LIBERAL ARTS COURSES:

<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>
Bio211	Microbiology	5
PNEN100	English Communication	5
PNMA100	Mathematics	5
PS101	Psychology	5
SOC104	Sociology	5

Number of Credit/Clock Hrs. in Specialty: 118 / Percentage: 86%
Number of Credit/Clock Hrs. in General Courses: 20 / Percentage: 14%

If applicable:

Number of Credit/Clock Hrs. in Liberal Arts: / Percentage:

III. LIBRARY: Please provide information pertaining to the library located in your institution.

1. Location of library; Hours of student access; Part-time, full-time librarian/staff:

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Staffing includes a part-time receptionist who keeps track of students going in and out of the Resource Center by a sign-in and sign-out sheet.

2. Number of volumes of professional material:

MedTech's Resource Center stocks approximately 300 volumes of professional material that is related to allied health careers as well as general education resources and reference materials.

MedTech College also has an on-line library and well as four computers with internet access.

3. Number of professional periodicals subscribed to:

MedTech College has approximately 200 professional periodicals that directly or indirectly relate to the allied health careers offered.

4. Other library facilities in close geographical proximity for student access:

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If you have any questions pertaining to the required standards for degree granting approval, please refer to 570 IAC 10.

Doc.: degreappform.doc

**** Include all required documentation pertaining to the qualifications of each instructor.**

Total # of Faculty in the Program: 8 **Full-time:** 4 **Part-time:** 4

Fill out form below: (PLEASE LIST NAMES IN ALPHABETICAL ORDER.)

[illegible]

INDIANA COMMISSION ON
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DEGREE APPLICATION

(New or Renewal program)

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

Name of Institution MedTech College - Indianapolis

Name of Program Respiratory Therapy

Level of Degree (AAS, AS, AA, BAS, BA, BS, MBA, MAS, MA, MS, Ph.D.) AAS

Name of Person Preparing this Form Mary A. Harmon

Telephone Number (317) 845-0100 Application Type

Date the Form was Prepared February 14, 2007 ☒ New ☐ Renewal

I. PROGRAM OBJECTIVES: Describe what the program is designed to achieve and explain how it is structured in order to accomplish the objectives.

The Respiratory Therapy Program provides a blend of classroom and clinical experiences. It is designed to prepare graduates to participate in patient assessment, administer therapeutic treatments, maintain patient ventilation through mechanical support, and participate in the rehabilitation of patients with pulmonary disease. Students and graduates will participate in the treatment and care of patients of every age in a variety of locations and settings. The respiratory therapist must demonstrate ability to work with mechanical systems, and work with others as part of the health care team. Respiratory Therapists work throughout hospitals, clinics most often in emergency and intensive care units, as well as nursing home settings.

II. PROGRAM STRUCTURE: List all courses in the program. Indicate course name, number, and number of credit hours or clock hours for each course.

NAME OF PROGRAM: Respiratory Therapy

TOTAL COURSE HOURS: 113 Check one: **Quarter Hours** ☒

Semester Hours

Clock Hours

LENGTH OF PROGRAM: **18 months** TUITION: **\$27,000.00**

SPECIALTY COURSES:

<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>
PNHS101	Medical Terminology	5
HS150	Anatomy and Physiology I	5
HS151	Anatomy and Physiology II	5
PNHS200	Medical Law, Ethics, and Liability	5
RST201	Principles of Cardiopulmonary Physiology	5
RST175	Pharmacology for Respiratory Therapy	5
RST203	Cardiopulmonary Physiology	5
BIO211	Microbiology	5
CHMPHY102	Chem/Phys	5
RST103	Principles of Respiratory Therapy I	4
RST105	Principles of RT Therapy II and Clinical Practice	5
RST107	Principles of Mechanical Ventilation	5
RST241	Adv. Principles Of RT and Clinical Practice	5
RST243	Neonatal Resp Care and Clinical Practice	5
RST246	Critical Care I Clinical Practice Theory	5
RST249	Critical Care II Clinical Practice Lab	3
RST251	Geriatric and Home Respiratory Care	5
RST253	Special Rotations in Respiratory Care	4
RST272	Respiratory Therapy Capstone Course	5

SPECIALTY COURSES:

<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>
PR201	Portfolio	2
IT110	Basic Computer Skills	5

GENERAL EDUCATION / LIBERAL ARTS COURSES:

<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>
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PNMA100	Mathematics	5
PS101	Psychology	5

Number of Credit/Clock Hrs. in Specialty: 98 / Percentage: 86%
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Doc.: degreappform.doc

**** Include all required documentation pertaining to the qualifications of each instructor.**

Fill out form below: (PLEASE LIST NAMES IN ALPHABETICAL ORDER.)

[illegible]

INSTRUCTOR'S QUALIFICATION RECORD

Specific Courses that You Teach in Program: Anatomy & Physiology, Medical Terminology

Source of Training/Education	Location	Area or Subject of Training/Education	Period of Attendance From: To:
Indiana Wesleyan University	Indianapolis, IN	Management	5/92 – 12/93
St. Joseph's College	N. Windham, Maine	Health Care Admin	5/81 – 9/83
Holy Cross School of nursing	South Bend, IN	Nursing	9/61 – 9/64
Registered Nurse License	South Bend, IN	License	1965
Applicable Experience	Location	Exact Nature of Experience	Employment Period From: To:
Community Health Network	Indianapolis, IN	Delivery of Health at Visteon	11/01 – 10/04
Travelers Property Casualty	Indianapolis, IN	Medical Case Manager	5/00 – 11/01
Community Health Network	Indianapolis, IN	Clinical Manager	5/99 – 3/00

INSTRUCTOR'S QUALIFICATION RECORD

Specific Courses that You Teach in Program: Massage Therapy Basics
Introduction to Massage Technology
Physiotherapy
Chiropractic Assisting I and II

Source of Training/Education	Location	Area or Subject of Training/Education	Period of Attendance From:	To:
Purdue University	West Lafayette, In	Biology/Chemistry	1985	1992
Logan College of Chiropractic	Chesterfield, NO	Human Biology/ Chiropractic	1995	2004
Applicable Experience	Location	Exact Nature of Experience	Employment Period From:	To:
Research Assistant	Purdue University		1990	1991
Lab Assistant	Logan College		1995	1996
Clinic Coordinator	Logan college	Instructed Students	2004	2004
Health Awareness Speaker	Logan college	Health Speaker to local businesses & patients	2004	2004

INSTRUCTOR'S QUALIFICATION RECORD

Specific Courses that You Teach in Program: Pathophysiology, Nursing Foundations, Anatomy & Physiology, Medical Term.

Source of Training/Education	Location	Area or Subject of Training/Education	Period of Attendance From: To:
Indiana University	Indianapolis, IN	MSN – Nursing Admin	1984 – 1988
Ball State University	Muncie, IN	BSN – Nursing	1968 - 1972
Applicable Experience	Location	Exact Nature of Experience	Employment Period From: To:
Travelers Ins. Co.	Indianapolis, IN	RN Case Manager	6/03 – 8/05
Wishard Health Services	Indianapolis, IN	Director Medical Management	1/01 – 3/03
Community Hospitals	Indianapolis, IN	Case Manager, Director of Nursing	6/89 – 3/03
Midwest Medical Consultants	Indianapolis, IN	Nurse Recruiter	6/84 – 6/89

**INDIANA COMMISSION ON
PROPRIETARY EDUCATION**

INSTRUCTOR'S QUALIFICATION RECORD

Instructions: Include all training/education applicable to current teaching assignments. This form will not be processed unless all supportive documentation required for review has been attached with this form (i.e., **transcripts and letters identifying the precise nature of previous work and teaching experience, signed by a former direct supervisor.**)

Please TYPE the form.

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

NAME: Haywood Kim Heath
 (Last) (First) (Middle)

NAME OF INSTITUTION: MedTech College - Indianapolis

Names of Courses Taught:

Basic Computer Skills, Mathematics, English

Source of Training/Education	Location	Area or Subject of Training/Education	Period of Attendance	
			From:	To:
IU School of Business	Bloomington, IN	BS, Marketing	09-1977	05-1981
University of Indpls	Indianapolis, IN	MBA, Business	09-1983	05-1990
Applicable Experience	Location	Exact Nature of Experience	Employment Period	
			From:	To:
Training Manager	US Foodservice	Training sales staff	10-1984	09-2003
Manager of Infor Systems	US Foodservice	Training employees	10-1984	09-2003

COMMISSION ON PROPRIETARY EDUCATION

INSTRUCTOR'S QUALIFICATION RECORD

Instructions: Include all training/education applicable to current teaching assignments. This form will not be processed unless all supportive documentation required for review has been attached with this form (i.e., **transcripts, copies of training certificates and letters identifying the precise nature of previous work and teaching experience, signed by a former direct supervisor.**)

NAME: Joyner-Wentland
(Last)

Monica
(First)

(Middle)

NAME OF INSTITUTION: MedTech College

Specific Courses that You Teach in Program: Introduction To Clinical Duties, Medical Specialties, Laboratory Procedures, Respiratory Therapy, Psychology.

Source of Training/Education	Location	Area or Subject of Training/Education	Period of Attendance From: To:
Yale University	New Haven, CT	Psychobiology	1979 – 1983
Indiana University	Indianapolis, IN	Medicine	1983-1997
Applicable Experience	Location	Exact Nature of Experience	Employment Period From: To:
Self-Employed	Aesthetic Plastic and Reconstructive Surgeon Carmel, IN	Plastic Surgeon	1997 to current
Zollman Center For Plastic Surgery	Indpls, IN	Plastic Surgeon	1994 - 1996
Surgical House Officer	Wishard Hospital	House Officer	1990 - 1992
MedTech College	6612 E. 75 th St.	Instructor	2004 to present

INSTRUCTOR'S QUALIFICATION RECORD

Please TYPE the form.

NAME:	Pannell	Margaret	Helen
	(Last)	(First)	(Middle)

Names of Courses Taught:

Source of Training/Education	Location	Area or Subject of Training/Education	Period of Attendance	
			From:	To:
IU - School of Nursing	Bloomington and Indianapolis, IN	BS - Nursing	1968	1972
Applicable Experience	Location	Exact Nature of Experience	Employment Period	
			From:	To:
Program Coordinator	Indianapolis, IN	Patient Health Assess. Patient Education	4/00	6/05
Staff Nurse	Indianapolis, IN	Patient Education Health Assessment	4/95	3/00
Staff Nurse	Indianapolis, IN	Direct Patient Care Team Leader	6/72	3/95

INSTRUCTOR'S QUALIFICATION RECORD

Please TYPE the form.

NAME OF INSTITUTION: MedTech College, Indianapolis Campus

Anatomy & Physiology
Medical Terminology
Massage Therapy
Respiratory Therapy

Source of Training/Education	Location	Area or Subject of Training/Education	Period of Attendance	
			From:	To:
Mississippi State University	State College, Mississippi	Bachelor of Science	1974	1977/78
University of Florida	Florida	Medicine	1977	1981
Applicable Experience	Location	Exact Nature of Experience	Employment Period	
			From:	To:
Obstetrician Gynecologist	Indianapolis, IN	Private practice	1991	2001
Physician	U.S. Army	Medical Healthcare	1979	1991